



DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES

DIVISION OF PROCUREMENT SERVICES

STATE OF MAINE

PROCUREMENT JUSTIFICATION FORM (PJF)

This form must accompany all contract requests and sole source requisitions (RQS) over \$5,000 submitted to the Division of Procurement Services.

INSTRUCTIONS: Please provide the requested information in the white spaces below. All responses (except signatures) must be typed; no hand-written forms will be accepted. See the guidance document posted with this form on the Division of Procurement Services intranet site (Forms page) for additional instructions.

PART I: OVERVIEW				
Department Office/Division/Program:		DACF/Maine Forest Service/Forest Protection Division		
Department Contract Administrator or Grant Coordinator:		Jennifer Wright		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)		\$ 1,000,000	Advantage CT / RQS #:	RQS 01A 20220301-0969
CONTRACT	Proposed Start Date:	3/1/2022	Proposed End Date:	3/1/2025
AMENDMENT	Original Start Date:		Effective Date:	
	Previous End Date:		New End Date:	
GRANT	Project Start Date:		Grant Start Date:	
	Project End Date:		Grant End Date:	
Vendor/Provider/Grantee Name, City, State:		Summit Helicopters P.O Box 909 Salem, VA 24153		
Brief Description of Goods/Services/Grant:		Master agreement for helicopter parts, repair/modification, and overhaul services.		

PART II: JUSTIFICATION FOR VENDOR SELECTION			
Check the box below for the justification(s) that applies to this request. (Check all that apply.)			
<input type="checkbox"/>	A. Competitive Process	<input type="checkbox"/>	G. Grant
<input type="checkbox"/>	B. Amendment	<input type="checkbox"/>	H. State Statute/Agency Directed
<input checked="" type="checkbox"/>	C. Single Source/Unique Vendor	<input type="checkbox"/>	I. Federal Agency Directed
<input type="checkbox"/>	D. Proprietary/Copyright/Patents	<input type="checkbox"/>	J. Willing and Qualified
<input checked="" type="checkbox"/>	E. Emergency	<input type="checkbox"/>	K. Client Choice
<input type="checkbox"/>	F. University Cooperative Project	<input type="checkbox"/>	L. Other Authorization

Please respond to ALL of the questions in the following sections.

PART III: SUPPLEMENTAL INFORMATION

1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.

The Forest Protection division is in the process of modernizing the aviation fleet, which will include purchasing two Bell 407 helicopters and modifying them to fight fire. Some of the modifications include installing sliding main cabin doors, adding a Wire Strike Protection System (WSPS), as well as installing a cargo hook system. Additionally, the UH-1H helicopters will receive FastFin tail boom modifications and left seat drives for vertical reference long-line and short haul work. Much of this work needs to be completed by an outside contractor due to the amount and scope of the required work, and this contractor must be within one day's flight of a Maine Forest Service flight facility.

The division is also in need of direct access to helicopter parts and overhaul services for all of the division's light and medium Bell helicopters, outside the scope of the above work, as well as in the field maintenance for emergency repairs for aircraft outside the state of Maine.

It is important to be able to work with a maintenance and overhaul facility that can purchase all of the parts for a particular project involving multiple aircraft in order to budget for the parts and labor, without having to go out to bid for each individual aircraft. Having a master agreement will allow us to save money ordering parts and not have to fly the helicopters all over the country to get major modifications completed

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.

Summit Helicopter is a veteran owned Bell Customer Service Facility (CSF) which means it is authorized to maintain, repair, overhaul, and refurbish all the Bell helicopters that the Forest Protection Division operates, including the 206BIII, 407, 204/205 and the OH-58. There are very few Bell 407 helicopters that operate with sliding doors because it is a modification through a Supplemental Type Certificate (STC) that happens after the helicopter is purchased. Installing this STC is a meticulous process that if not done correctly, will cause trouble with door operation throughout the life of the aircraft. Summit Helicopter has installed four sets of these sliding doors for other operators and has a great deal of experience with the process. They also have a great deal of experience installing WSPS, and FastFin modifications on Huey tail booms.

Summit Helicopter is the only Bell CSF within one day's helicopter flight from Maine, that provides both field maintenance and overhaul services for each type of helicopter that the Division operates. Additionally, they provide a 7% discount on all parts purchased and will install parts provided by the Division.

Summit Helicopter is a diversified company that owns a fixed-wing King Air 200 aircraft that they use when mechanics are needed in differently parts of the country. The Forest Protection Division helicopters are carded with the U.S. Forest Service and can be used anywhere in the country. If emergency maintenance is required for any of our helicopters flying out of state, Summit Helicopter is be able to fly parts and mechanics directly to the helicopter location for repairs. If necessary, the company has a custom-built air ride trailer that could be used to transport any of our helicopters or large components by road.

3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

PART III: SUPPLEMENTAL INFORMATION

The Aviation Branch routinely checks prices from reputable companies around the country that have done this type of work done in the past. Summit Helicopter consistently has similar or lower prices compared with other Bell CSF's. Additionally, they are the only Bell CSF in this part of the country that is authorized to maintain and overhaul components for both the light and medium Bell helicopters that we operate

4. Describe the plan for future competition for the goods or services.

The Forest Protection division is constantly comparing prices of parts and labor with major repair facilities and whenever possible and appropriate, we will put service work or parts procurement out to bid.

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)



Does this request utilize ARPA/MJRP funds?

☐ Yes – If Yes, please attach the approved Business Case(s).

☒ No – If No, proceed to Part V.

PART V: APPROVALS

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):	DocuSigned by: 		
Typed Name:	Randy Charette <small>8F3DD450C23241F</small>	Date:	3/2/2022
Signature of DAFS Procurement Official:	DocuSigned by: 		
Typed Name:	Jaime C. Schorr <small>6D6437754DD0459...</small>	Date:	3/2/2022

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